

Job Opportunity

Commission on Teacher Credentialing

Ensuring high quality educators for California's diverse students, schools and communities



IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE WORKPLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACE IN PUBLIC SERVANTS.

Consultant in Teacher Preparation (Examinations & Research) - 2 Vacancies

Salary:	\$5,724 - \$6,954	Work Hours:	8:00 a.m. – 5:00 p.m.
Tenure/Timebase:	Permanent/Fulltime	Final Filing Date:	May 1, 2009 or Until Filled
Contact:	Ashim Gardner (916) 324-3937 agardner@ctc.ca.gov	Office/Location:	Commission on Teacher Credentialing Professional Services Division 1900 Capitol Avenue Sacramento, CA 95811-4213

The Commission on Teacher Credentialing (CTC) is a **Special Funded** agency and is conveniently located in the downtown area near many popular restaurants, shops, public transportation, and affordable parking options. The purpose of the CTC is to ensure integrity and high quality in the preparation, conduct and professional growth of the educators who serve California's public schools. Its work shall reflect both statutory mandates that govern the Commission and research on professional practices.

Under the general direction of the Administrator I in the Professional Services Division, the Consultant in Teacher Preparation (Examinations and Research) performs the following duties:

- **Educator Assessments-** Conduct policy work relating to examinations, including recommending guidelines pertaining to educator examinations based on the Education Code, Commission policy, and standards-based assessment strategies. Conduct and/or oversee the conduct of examinations development work, including assuring the psychometric soundness of the Commission's examination programs (both criterion-referenced and performance-based). Plan and/or assist in the planning and implementation of job analyses and validity studies for educator licensure examinations and performance assessments, including establishing and working with advisory panels convened to provide expert advice to the Commission. Interact with and monitor the work of testing contractors responsible for the development and/or administration of examination programs both sponsored by the Commission and adopted by the Commission from external vendors. Develop examinations-based research questions, and conduct original research as appropriate related to the reliability, validity, and outcomes of the Commission's examination programs, including criterion-referenced and performance-based assessments. Write and present Commission agenda items as needed. Develop and establish guidelines to resolve examinee complaints and appeals related to the administration of licensure examinations and performance assessments. Write and/or assist in writing contracts for examination development and/or administration as needed.

CONDITIONS OF EMPLOYMENT: *Fingerprint Clearance*

HOW TO APPLY:

Individuals new to California state civil service employment, or who do not have current list, transfer, or reinstatement eligibility:

Individuals who have not worked for the State of California, or do not have transfer eligibility from a current or previous State of California job, must fill out a Standard State Application (form STD 678)* **AND** a Supplemental Application (SA)** and mail them to Heidi Brida, Office of Human Resources, hbrida@ctc.ca.gov (916) 322-6199 at the address noted above. Before filling out the SA please read the related Examination Bulletin*** on the CTC website (see below). List eligibility will be determined within 6 to 8 weeks after receipt of the SA.

Individuals currently or previously employed with the State of California:

Individuals who are currently at the above classification or who have list, transfer, or reinstatement eligibility to the Consultant in Teacher Preparation (Examinations and Research) may apply. Applicants with eligibility must submit a Standard State Application (form STD 678) and clearly state the basis of their eligibility (i.e. SROA, surplus, reemployment, reinstatement, transfer, or list eligibility). Submit applications to the contact noted above. The applications will be screened and only the most qualified applicants will be invited for an interview. The appointment is subject to the State Restriction of Appointment (SROA). Current or previously State employed individuals interested in testing for the Consultant classification may apply by submitting a Standard State Application (form STD 678)* **AND** a Supplemental Application (SA)** and mail them to Heidi Brida, Office of Human Resources, hbrida@ctc.ca.gov (916) 322-6199 at the address noted above.

The Standard State Application (form STD 678), Supplemental Application, and Examination Bulletin can be found at the following website links:

STD 678*: <http://www.spb.ca.gov/Employment/stateapp.htm>

Supplemental Application**: <http://www.ctc.ca.gov/commission/emp-pdf/PSD-Sup-App-Consultant.pdf>

Examination Bulletin***: <http://www.ctc.ca.gov/commission/emp-pdf/PSD-Exam-Consultant-E-R.pdf>

AN EQUAL OPPORTUNITY EMPLOYER TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE, OR SEXUAL ORIENTATION.